OGEMAW COUNTY PUBLIC TRANSIT AUDIT REPORT SEPTEMBER 30, 2008

OGEMAW COUNTY PUBLIC TRANSIT

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James M. Anderson, P.C.

CERTIFIED PUBLIC ACCOUNTANT

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INDEPENDENT AUDITOR'S REPORT

November 25, 2008

Board of Commissioners Ogemaw County West Branch, Michigan 48661

I have audited the accompanying financial statements of the business-type activities and major fund of the Ogemaw County Public Transit, an Enterprise Fund of Ogemaw County, as of and for the year ended September 30, 2008, as listed in the table of contents. These statements are the responsibility of the Transit's management. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my audit in accordance with auditing standards generally accepted in the Unites States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States of America. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. I believe that my audit provides a reasonable basis for my opinion.

As discussed in Note A, the financial statements present only the Ogemaw County Public Transit and do not purport to, and do not, present fairly the financial position of Ogemaw County, Michigan, as of September 30, 2008, and the changes in its financial position and cash flows, where applicable, for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In my opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the business-type activities and major fund of the Ogemaw County Public Transit, as of September 30, 2008, and the respective changes in financial position and cash flows, where applicable, there of for the year then ended in conformity with accounting principles generally accepted in the United States of America.

MEMBER MACPA and AICPA

Page 2 Board of Commissioners Ogemaw County November 25, 2008

In accordance with Government Auditing Standards, I have also issued a report dated November 25, 2008, on my consideration of the Ogemaw County Public Transit's internal control over financial reporting and my test of its compliance with certain provision of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of my testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of my audit.

The management's discussion and analysis and budgetary comparison information on pages 3-6 are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. I have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, I did not audit the information and express no opinion on it.

My audit was made for the purpose of forming an opinion on the financial statements that collectively comprise the Ogemaw County Public Transit, an Enterprise Fund of Ogemaw County, basic financial statements. The accompanying financial information listed as supplemental information in the table of contents is presented for purposes of additional analysis and is not a required part of the basic financial statements of the Ogemaw County Public Transit. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements, and in my opinion, is fairly stated, in all material respects, in relation to the basic financial statements, taken as a whole.

JAMES M. ANDERSON, P.C.

CERTIFIED PUBLIC ACCOUNTANT

OGEMAW COUNTY PUBLIC TRANSIT MANAGEMENT'S DISCUSSION AND ANALYSIS SEPTEMBER 30, 2008

Using this Annual Report

Our discussion and analysis of the Ogemaw County Public Transit's financial performance provides an overview of the Transit's financial activities for the fiscal year ended September 30, 2008. This annual report consists of a series of financial statements. The Statement of Net Assets and the Statement of Revenue, Expenses, and Changes in Net Assets provide information about the activities of the Transit and present a longer-term view of the Transit's finances.

Overview of the Financial Statements

This annual report consists of three parts — Management's Discussion and Analysis (this section), the basic financial statements, and an additional section that presents supplemental information and schedules. The basic financial statements include two kinds of statements that present different views of the Transit:

- The first two statements are financial statements that provide both long-term and short-term information about the Transit's overall financial status. These statements report information about the Transit, as a whole, using accounting methods similar to those used by private-sector companies. The Statement of Net Assets includes all of the Transit's assets and liabilities. All of the current year's revenues and expenses are accounted for in the Statement of Activities, regardless of when cash is received or paid. The two statements report the Transit's net assets and how they have changed. "Net assets" is the difference between the assets and liabilities. This is one way to measure the Transit's financial health or position.
- . The remaining statement is a Statement of Cash Flows to demonstrate the activities of the Transit as it relates to cash flows from operating activities, cash flows from noncapital financing activities, cash flows from capital and related financing, and cash flows from investing activities.

Reporting the Public Transit as a Whole

Government-Wide Statements

The Statement of Net Assets and the Statement of Revenues, Expenses, and change in Net Assets report information about the Transit, as a whole, and about its activities in a way that helps answer the question of whether the transit, as a whole, is better off or worse off as a result of the year's activities. The Statement of Net Assets includes all of the Transit's assets and liabilities using the accrual basis of accounting, which is similar to the accounting method used by most private-sector companies. All of the current year's revenues and expenses are accounted for in the Statement of Revenues, Expenses, and Changes in Net Assets regardless of when cash is received and paid.

OGEMAW COUNTY PUBLIC TRANSIT MANAGEMENT'S DISCUSSION AND ANALYSIS (CONTINUED) SEPTEMBER 30, 2008

The two statements, mentioned above, report the Transit's net assets and how they have changed. The reader can think of the Transit's net assets (the difference between assets and liabilities) as one way to measure the Transit's financial health or financial position. Over time, increases or decreases in the Transit's net assets are one indicator of whether its financial health is improving or deteriorating, respectively. To access the overall health of the Transit you need to consider additional non-financial factors such as changes in the County's property tax base, the condition of the Transit's vehicles, and changes in the laws related to the operating assistance received from the Federal and State government.

Financial Analysis of the Public Transit as Whole

The Transit's net assets increased approximately 2%, or \$14,091, from \$673,504 to \$687,595 for the year ended September 30, 2008. The net assets and change in net assets are summarized below.

Net Assets

The overall financial position improved slightly in 2008. The contributed Equity and Investment in Capital Assets had a net increase of \$10,158 while the unrestricted net assets increased by \$3,933. This is primarily due to an overall decrease in revenues of \$78,504 compared to a net increase in expenses of \$42,204.

The net assets as of the year ended September 30, 2008, are as follows:

| | 2008 | 2007 | <u>Variance</u> | % |
|--|-------------------------------|-------------------------------|-----------------------------|----------------------|
| Current and Other Assets Capital Assets | \$ 359,344 389,917 | \$ 342,978 379,759 | \$ 16,366 10,158 | 4.77 2.67 |
| Total Assets | 749,261 | 722,737 | 26,524 | 3.66 |
| Current Liabilities Noncurrent Liabilities | 54,619 7,047 | 40,732 8,501 | 13,887 (1,454) | 34.09 (17.10) |
| Total Liabilities | 61,666 | 49,233 | 12,433 | 25.25 |
| Net Assets Contributed equity Invested in Capital Assets Unrestricted | 125,942 263,975 297,678 | 143,050 236,709 293,745 | (17,108) 27,266 3,933 | (11.95) 11.51 |
| Total Net Assets | <u>\$ 687,595</u> | \$ 673,504 | <u>\$ 14,091</u> | 2.09 |

OGEMAW COUNTY PUBLIC TRANSIT MANAGEMENT'S DISCUSSION AND ANALYSIS (CONTINUED) SEPTEMBER 30, 2008

| <u>Changes in Net Assets</u> | | | | |
|---|--|---|--|--|
| 0 11 0 | 2008 | 2007 | <u> Variance</u> | <u>%</u> |
| Operating Revenue Charges for Services Nonoperating Revenue | \$ 92,369 | \$ 124,005 | \$ (31,636) | (25.51) |
| Taxes Levied for Transit State of Michigan Operating Grants Federal Operating Grants Capital Grants Rent and Other Income Interest Gain on Sale of Assets Miscellaneous | 142,428 177,578 78,109 102,694 20,400 8,222 6,300 225 | 130,699 180,447 80,503 154,548 19,391 14,966 2,270 -0- | 11,729 (2,869) (2,394) (51,854) 1,009 (6,744) 4,030 225 | 8.97 (1.58) (2.97) (33.55) 5.20 (45.06) 177.53 100.00 |
| Total Revenue | 628,325 | 706,829 | <u>(78,504</u>) | <u>(11.10</u>) |
| Operating Expense Salaries and Wages Fringe Benefits Depreciation Other | 238,237 93,856 92,536 189,605 | 228,371 107,097 62,490 174,072 | 9,866 (13,241) 30,046 | 4.32 (12.36) 48.08 8.92 |
| Total Operating Expense | 614,234 | 572,030 | 42,204 | 7.37 |
| Income (Loss) | 14,091 | 134,799 | (120,708) | (89.54) |
| Beginning Net Assets | 673,504 | 538,705 | 134,799 | 25.02 |
| Ending Net Assets | <u>\$ 687,595</u> | <u>\$ 673,504</u> | <u>\$ 14,091</u> | 2.09 |

Capital Asset and Debt Administration

At September 30, 2008, the Transit had \$389,917 invested in capital assets. This amount represents a net increase (including additions and deductions) of \$10,158 or 2.67% as follows:

| | 2008 | 2007 | Total Percentage Change 2007-2008 |
|---|-------------------------------|-------------------------------|--|
| Capital Assets Not Being Depreciated Land | \$ -0- | \$ -0- | 0.00 |
| Subtotal | -0- | | 0.00 |
| Capital Assets Being Depreciated Building Vehicles Equipment | 432,283 646,492 153,609 | 432,283 623,979 151,403 | 0.00 3.60 1.45 |
| Subtotal | 1,232,384 | 1,207,665 | 2.04 |
| Total Capital Assets | 1,232,384 | 1,207,665 | 2.04 |
| Total Accumulated Depreciation | 842,467 | 827,906 | 2.12 |
| Total Net Capital Assets | <u>\$ 389,917</u> | <u>\$ 379,759</u> | 2.67 |

Please refer to the notes of the financial statements for more detailed information.

OGEMAW COUNTY PUBLIC TRANSIT MANAGEMENT'S DISCUSSION AND ANALYSIS (CONTINUED) SEPTEMBER 30, 2008

Economic Factors and Next Year's Budget

Ogemaw County Public Transit has successfully received an increase in our current millage. With the millage increase, the Transit has extended hours and days of operation to be able to meet transportation needs. Our hours of operation have been extended until 7:00 P.M. which is $2 \frac{1}{2}$ hours longer and we are now open on Saturday's from 8:00 A.M. to 4:00 P.M.

Capital expenses anticipated during the 2008/09 fiscal year include having a generator installed at our facility. This project has been approved through our Local Task Force using STP funds.

Fuel costs continue to affect our budget and all efforts are taken to help reduce unnecessary fuel usage.

It is the goal of the Ogemaw County Public Transit to provide the best possible service to our customers. As shown by our ridership figures for FY2008, many individuals in Ogemaw County depend on us as their sole means of transportation.

Shirley Buck, Director Ogemaw County Public Transit

OGEMAW COUNTY PUBLIC TRANSIT ENTERPRISE FUND STATEMENT OF NET ASSETS SEPTEMBER 30, 2008

ASSETS

| Current Cash and investments Accounts receivable Due from other funds Due from State | \$ 342,534 3,893 5,521 7,396 |
|--|--|
| Total Current Assets | 359,344 |
| Property and Equipment, less accumulated depreciation | 389,917 |
| Total Assets | 749,261 |
| LIABILITIES | |
| Current Liabilities Accounts payable Accrued payroll Due to other funds Total Current Liabilities | 25,376 10,285 18,958 54,619 |
| Noncurrent Liabilities Accrued compensated absences | 7 , 047 |
| Total Liabilities | 61,666 |
| NET ASSETS | |
| Contributed capital Invested in Capital Assets, net of related debt Unrestricted | 125,942 263,975 297,678 |
| Total Net Assets | \$ 687,595 |

OGEMAW COUNTY PUBLIC TRANSIT ENTERPRISE FUND STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET ASSETS YEAR ENDED SEPTEMBER 30, 2008

| Operating Revenues Charges for services: Fare box and special fares Vehicle maintenance Advertising | \$ 68,476 15,412 <u>8,481</u> |
|---|---|
| Total operating revenues | 92,369 |
| Operating Expenses Salaries and wages Fringe benefits Materials and supplies Services Utilities Casualty and liability insurance Miscellaneous Depreciation | 238,237 93,856 104,421 40,869 15,751 26,946 1,618 92,536 |
| Total operating expenses | 614,234 |
| 0 | (521 065) |
| Operating income (loss) | <u>(521,865</u>) |
| Non-operating Revenues (expenses) Property taxes Federal State State and Federal capital grants Rent and other income Interest/investment income Gain on sale of Assets Miscellaneous | 142,428 78,109 177,578 102,694 20,400 8,222 6,300 225 |
| Non-operating Revenues (expenses) Property taxes Federal State State and Federal capital grants Rent and other income Interest/investment income Gain on sale of Assets | 142,428 78,109 177,578 102,694 20,400 8,222 6,300 |
| Non-operating Revenues (expenses) Property taxes Federal State State and Federal capital grants Rent and other income Interest/investment income Gain on sale of Assets Miscellaneous | 142,428 78,109 177,578 102,694 20,400 8,222 6,300 225 |
| Non-operating Revenues (expenses) Property taxes Federal State State and Federal capital grants Rent and other income Interest/investment income Gain on sale of Assets Miscellaneous Total non-operating revenues | 142,428 78,109 177,578 102,694 20,400 8,222 6,300 225 |

OGEMAW COUNTY PUBLIC TRANSIT STATEMENT OF CASH FLOWS ENTERPRISE FUND FOR YEAR ENDED SEPTEMBER 30, 2008

| Cash flows from operating activities | |
|--|---|
| Cash receipts from operations Cash payments for supplies and services Cash payments for employee services and fringes | \$ 94,766 (181,112) (328,153) |
| Net cash provided (used) by operating activities | (414,499) |
| Cash flows from noncapital financing activities Property taxes Federal operating grants State operating grants Rent and other income Miscellaneous | 142,428 78,109 346,819 20,400 225 |
| Net cash provided (used) by noncapital financing activities | <u>587,981</u> |
| Cash flows from capital and related financing activities Federal/State capital grants Sale of fixed assets Purchase of fixed assets | 102,694 6,300 (102,694) |
| Net cash provided (used) by capital and related financing activities | 6,300 |
| Cash flows from investing activities Investment income | 8,222 |
| Net cash provided (used) by investing activities | 8,222 |
| Net increase (decrease) in cash and cash equivalents | 188,004 |
| Cash and Cash Equivalents - October 1, 2007 | <u>154,530</u> |
| Cash and Cash Equivalents - September 30, 2008 | <u>\$ 342,534</u> |

OGEMAW COUNTY PUBLIC TRANSIT STATEMENT OF CASH FLOWS ENTERPRISE FUND (CONTINUED) FOR YEAR ENDED SEPTEMBER 30, 2008

Reconciliation of operating income to net cash provided by operating activities:

| Operating income (loss) | <u>\$ (521,865)</u> |
|--|--|
| Adjustments to reconcile operating income to net cash provided by operating activities: Depreciation Decrease (increase) in accounts receivable Increase (decrease) in accounts payable Increase (decrease) in accrued liabilities Increase (decrease) in due to other funds Increase (decrease) in compensated absences | 92,536 2,397 18,257 2,486 (6,856) (1,454) |
| Total adjustments | 107,366 |
| Net cash provided (used) by operating activities | <u>\$ (414,499</u>) |

NOTE A - DESCRIPTION OF THE REPORTING ENTITY

The Ogemaw County Public Transit is an enterprise fund of Ogemaw County. It provides transportation services to the residents of the County.

The Public Transit is required by Public Act 51 of the State of Michigan to have a separate audit performed of its operations. This financial report has been prepared to meet this state requirement.

In compliance with GASB Statement 14, these financial statements are included in the County's (oversight unit) Basic Financial Statements as an Enterprise Fund.

NOTE B - DESCRIPTION OF FUNDS

Enterprise Fund

This fund accounts for operations (a) that are financed and operated in a manner similar to private business enterprises, where the intent of the governing body is that the costs (expenses including depreciation) of providing goods or services to the general public on a continuing basis are financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

NOTE C - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of Ogemaw County Public Transit conform to accounting principles generally accepted in the United States of America as applicable to governmental units. The following is a summary of the significant policies.

<u>Basis of Accounting</u> - The accrual basis of accounting is followed by the Ogemaw County Public Transit. The accrual basis provides that revenues are recorded when earned and expenditures are recorded when the related liability is incurred.

<u>Inventories</u> - Inventories of replacement parts are not maintained and fuel is expensed when purchased. Office supplies are not included in inventories.

<u>Property Taxes</u> - Current property taxes are levied as of December 1 each year and attach an enforceable lien on the property. Current property taxes levied are collected by other local units of government until the subsequent year when revenue is recognized for the current budget year. Current property taxes from the December 1 levy, which are received prior to December 31, are normally held in the Ogemaw County's Trust and Agency Fund. The Transit subsequently receives its portion of the levy from this fund.

NOTE C - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

<u>Fixed Assets and Depreciation</u> - Fixed assets are stated at cost or fair market value at date of gift. Costs relating to maintenance and repairs are charged to expense, whereas those for renewals and betterments, when significant in amount, are capitalized. Provisions for depreciation of equipment are computed on the straight-line method. Depreciation rates are designed to amortize the cost of the assets over their estimated useful lives. Depreciation expense for the year ended September 30, 2008 was \$92,536.

<u>Contributed Capital</u> - Prior to October 1, 2001, proceeds received from the State and the U.S. Department of Transportation, in accordance with contracts to purchase fixed assets were credited to Contributed Capital and were not recorded as revenue. Depreciation of fixed assets purchased with these funds is charged against Contributed Capital.

<u>Use of Estimates</u> - The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

NOTE D - PROPERTY & EQUIPMENT

| | Balance 10/01/07 | Additions | <u>Deductions</u> | Balance <u>9/30/08</u> |
|---|---|-----------------------------------|--------------------------------|---|
| Building Vehicles Equipment Office Equipment | \$ 432,283 623,979 79,824 71,579 | \$ -0- 100,488 -0- 2,206 | \$ -0- 77,975 -0- -0- | \$ 432,283 646,492 79,824 73,785 |
| | <u>\$ 1,207,665</u> | <u>\$ 102,694</u> | <u>\$ 77,975</u> | 1,232,384 |
| Less Accumulated Depreciation | <u>\$ 827,906</u> | <u>\$ 92,536</u> | <u>\$ 77,975</u> | 842,467 |
| Net Property and Equipment | | | | \$ 389,917 |

The total depreciation expense for fiscal year ending September 30, 2008 was \$92,536. The eligible depreciation of \$5,569 (\$92,536 total depreciation less ineligible depreciation \$86,967) includes only the depreciation of assets purchased with local funds and where the useful life of the asset purchased has been approved by the Bureau of Passenger Transportation.

Useful lives of depreciation assets are as follows:

| erar rives or appreciation assets | 410 40 1011011 |
|-----------------------------------|---------------------|
| Buses & rehabilitations | 3 - 10 years |
| Operations equipment | 5 - 10 years |
| Garage equipment | 5 - 12 years |
| Office equipment | 5 - 12 years |
| Computer equipment | 5 years |
| Building | 20-40 vears |

NOTE E - PENSION PLAN

Several Public Transit employees participate in the overall general Ogemaw County retirement plan. A description of that plan follows:

<u>Description of Plan and Plan Assets</u>

Ogemaw County is in an agent multiple-employer defined benefit pension plan with the Municipal Employees' Retirement System (MERS), administered by the State of Michigan. The system provides the following provisions: normal retirement, deferred retirement, service retirement allowance, disability retirement allowance, nonduty-connected death and post-retirement adjustments to plan members and their beneficiaries, The service requirements are computed using credited service at the time of termination of membership multiplied by the sum of 2.25 percent times the final average compensation (FAC) with a maximum benefit of 80 percent of FAC. The most recent period for which actuarial data was available was for the fiscal year ended December 31, 2007.

MERS was organized pursuant to Section 12a of Act #156, Public Acts of 1851 (MSA 5.333(a); MCLA 46.12 (a)), as amended, State of Michigan. MERS is regulated under Act No. 427 of the Public Acts of 1984, sections of which have been approved by the State Pension Commission. MERS issues a publicly available financial report that includes financial statements and required supplementary information for the system. That report may be obtained by writing to the MERS at 1134 Municipal Way Lansing, Michigan 48917.

Funding Policy

The obligation to contribute to and maintain the system for these employees was established by negotiation with Ogemaw County's competitive bargaining unit and personnel policy, which requires employees to contribute 5.5 percent of their wages to the plan. Ogemaw County is required to contribute at an actuarially determined rate; the current rate was 11.40 percent at December 31, 2007.

Annual Pension Cost

During the fiscal year ended December 31, 2007, Ogemaw County's contributions totaling \$415,205 were made in accordance with contribution requirement determined by an actuarial valuation of the plan as of December 31, 2007. The employer contribution rate has been determined based on the entry age normal funding method. Under the entry age normal cost funding method, the total employer contribution is comprised of the normal cost plus the level annual percentage of payroll payment required to amortize the unfunded actuarial accrued liability over 30 years. The employer normal cost is, for each employee, the level percentage of payroll contribution (from entry age to retirement) required to accumulate sufficient assets at the member's retirement to pay for his projected benefit. Significant actuarial assumptions used include a long-term investment yield rate of 8 percent and annual salary increases of 4.5 percent based on an age-related scale to reflect merit, longevity, and promotional salary increases.

NOTE E - PENSION PLAN (CONTINUED)

Three Year Trend Information for GASB Statement No. 27

| Year Ended <u>December 31</u> | Annual Pension Cost (APC) | Percentage of APC <u>Contributed</u> | Net Pension <u>Obligation</u> |
|-------------------------------------|---------------------------------|--|-------------------------------------|
| 2005 | \$ 467,098 | 100% | \$ -0- |
| 2006 | 481,723 | 100% | -0- |
| 2007 | 415,205 | 100% | -0- |

Required Supplementary Information for GASB Statement No. 27

| Actuarial Valuation <u>Date</u> | Actuarial Value of <u>Assets</u> | Actuarial Accrued Liability (AAL) | Underfunded AAL (UAAL) | Funded Ratio | Covered Payroll | UAAL as a Percent of Covered Payroll |
|---------------------------------------|--|--|------------------------------|-----------------|--------------------|---|
| 2005 | \$15,932,074 | \$17,707,113 | \$1,775,039 | 90% | \$3,811,474 | 47% |
| 2006 | 16,249,870 | 17,964,557 | 1,714,687 | 90% | 3,438,846 | 50% |
| 2007 | 17,452,258 | 19,333,664 | 1,881,406 | 90% | 3,236,775 | 58% |

NOTE F - COMPENSATED ABSENCES

The compensated absences balance represent benefits in which Transit employees possess a vested right to receive, upon termination or retirement from employment, in accordance with formulas established in negotiated contracts. Currently, all full time employees may accrue up to 96 hours of unused sick time. There are no provisions for accruing vacation time passed each full time employee's anniversary date.

NOTE G - CASH

The balance sheet accounts and types of cash items are presented below:

| Balance Sheet Accounts | <u>Amount</u> | <u>Cash Items</u> | Amounts |
|------------------------|---------------------|--|--------------------|
| Cash and investments | \$ 342,534 | Petty Cash Imprest Cash | \$ 100 16,593 |
| | | Savings and Checking Accounts Investments | 202,906 122,935 |
| | \$ 342 , 534 | | <u>\$ 342,534</u> |

NOTE G - CASH (CONTINUED)

<u>Deposits</u> - At the fiscal year ended September 30, 2008, the carrying amount of the Transit's deposits was \$219,499. This consisted of \$1,000 in a depository account, \$16,593 in an imprest checking account, and \$201,906 in a certificate of deposit held by Independent Bank. The net bank balance was \$214,998. According to Section 330.8 of the Federal Deposit Insurance Corporation Rules and Regulations, 53% of the total bank balance was covered by federal depository insurance.

<u>Investments</u> - The Transit's investment consisted of a Shearson Lehman Cadre Trust Account held by the County Treasurer, which is made up of U.S. Treasury, Agencies, and Instrumentalities, Commercial Paper, Banker's Acceptances and Repurchase Agreements which were not in the name of the Transit.

NOTE H - STATE GRANTS

The Transit has contracted with the State of Michigan for grant funds for operations and equipment. All of the monies that the Public Transit is now eligible to receive have not been disbursed to them as the projects have not been completed. As of September 30, 2008, \$28,793 is still available to the Transit under those grants.

NOTE I - RISK MANAGEMENT

The Ogemaw County Public Transit is exposed to various risks of losses related to torts; theft of; damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Public Transit has the following commercial insurance coverages:

| Type | <u>Limit</u> |
|----------------------|--------------|
| Building & Liability | \$ 425,000 |
| Contents | 375,000 |
| Vehicles | 5,000,000 |
| Workers Compensation | 100,000 |

There are no open claims with the insurance carrier and there were no claims paid during the fiscal year ended September 30, 2008.

NOTE J - CONTRIBUTED CAPITAL

The Contributed Capital equity account represents funds provided by the federal Government and State of Michigan, to the Transit, to purchase buildings, buses and equipment. Depreciation on buildings, buses and equipment purchased with State and Federal Funds is charged against this account. Depreciation of fixed assets purchased with Contributed Capital, for the same period was \$17,108.

Effective for fiscal years beginning after July 2000, and for all subsequent years, all State/Federal Capital Grants are recorded as revenue on the Statement of Revenues, Expenses and Changes in Retained Earnings. For the year ended September 30, 2008 \$102,694 of State/Federal Capital Grants were recorded as revenue.

Contributed Capital balances as of September 30, 2001 have not been restated, and will continue to be amortized over the lives of the related fixed assets, until entirely depleted.

NOTE K - COST ALLOCATION PLANS

The Ogemaw County Public Transit had three cost allocation plans in use for the year ended September 30, 2008 that had been approved by the BPT. Those cost allocations were for administrative costs, vehicle maintenance and rental income. The cost allocation plan associated with rent is between the Ogemaw County Public Transit and the Ogemaw County EMS for shared facilities. In addition, certain administrative costs of the facility are shared and allocated. This resulted in payments to the Transit of \$20,400 for the year. These cost allocation plans were adhered to in the preparation of the financial statements.

NOTE L - EXPLANATION OF INELIGIBLE EXPENSES PER THE BPT R&E MANUAL

Ineligible expenses are classified appropriately according to the definition in the Local Public Transit Revenue and Expense Manual (R&E Manual). Audit costs are the only costs in which eligibility differs from the State R&E Manual and the Federal OMB Circular A-87.

NOTE M - NONFINANCIAL DATA

The methodology used for compiling mileage on Schedule 8 - Mileage Data is an adequate and reliable method for recording vehicle mileage.

NOTE N - CONTINGENCIES

Amounts received or receivable under grant programs are subject to audit and adjustment by the grantor agencies, principally the Federal and State governments. Any disallowed claims, including amounts already collected, may constitute a liability of the Transit agency. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time although the Transit agency expects such amounts, if any, to be immaterial.



SCHEDULE 1

OGEMAW COUNTY PUBLIC TRANSIT OPERATING REVENUES YEAR ENDED SEPTEMBER 30, 2008

Operating Revenues

| Demand-response (farebox) | \$ 30,796 |
|---------------------------|--------------|
| Special Transit Fares | 37,680 |
| Vehicle Maintenance | 15,412 |
| Advertising | 8,481 |
| | |
| Total Operating Revenue | \$ 92,369 |

SCHEDULE 1A

SCHEDULE OF SPECIAL TRANSIT FARES YEAR ENDED SEPTEMBER 30, 2008

| Family Independence Agency Ausable Valley NBMSCA (Head start) WB/RC Schools Region 7-B Bortz Health Care Glen's Market - Senior Citizens I.D.T.P. Other | \$ | 197 2,485 11,754 139 3,055 582 2,011 11,745 5,712 |
|---|-----------|---|
| Total Special Transit Fares | <u>\$</u> | 37,680 |

OGEMAW COUNTY PUBLIC TRANSIT OPERATING EXPENSES YEAR ENDED SEPTEMBER 30, 2008

| Labor | <u>O</u> p | oerations | <u>Mai</u> | <u>ntenance</u> | | eneral <u>istration</u> | Total <u>System</u> |
|---|------------|--------------------------|------------|----------------------|-----------|----------------------------|---------------------------|
| Operator's salaries and wages Dispatcher's salaries | \$ | 171,741 | \$ | 37 , 985 | \$ | -0- | \$ 209,726 |
| and wages | | 28,511 | | -0- | | -0- | 28,511 |
| Fringe Benefits Other fringe benefits Pensions | | 56,460 15,717 | | 17,378 4,301 | | -0- -0- | 73,838 20,018 |
| Services Advertising Audit cost Other Services | | -0- -0- 10,633 | | -0- -0- 4,665 | | 821 3,050 21,700 | 821 3,050 36,998 |
| Materials and Supplies Consumed Fuel and lubricants Tires and tubes Other materials and supplies | | 81,645 1,022 1,044 | | -0- -0- 17,411 | | -0- -0- 3,299 | 81,645 1,022 21,754 |
| Utilities | | 6,711 | | -0- | | 9,040 | 15,751 |
| Casualty and Liability Costs | | 24,639 | | -0- | | 2,307 | 26,946 |
| Miscellaneous Expenses Leases and rentals Other | | -0- -0- | | -0- -0- | | 1,384 234 | 1,384 234 |
| Depreciation & Amortization | | 90,927 | | 628 | | 981 | 92,536 |
| Total Expenses | <u>\$</u> | 489,050 | <u>\$</u> | 82,368 | <u>\$</u> | 42,816 | <u>\$ 614,234</u> |

OGEMAW COUNTY PUBLIC TRANSIT NONOPERATING REVENUES YEAR ENDED SEPTEMBER 30, 2008

| Lacal Operation Counts | |
|--|---------------|
| Local Operating Grants Tax Levy | \$ 142,428 |
| Subtotal | 142,428 |
| State of Michigan Operating Grants Formula Operating Assistance | 177,578 |
| Subtotal State of Michigan Operating Grants | 177,578 |
| Federal Operating Grants U.S. DOT Operating Grant - Section 5311 | 78,109 |
| Subtotal Federal Operating Grants | 78,109 |
| State of Michigan Capital Grants | 102,694 |
| Interest Income | 8,222 |
| Rent and Other Income | 20,400 |
| Gain on Sale of Assets | 6,300 |
| Miscellaneous Revenue | 225 |
| Total Nonoperating Revenues | \$ 535,956 |

SCHEDULE 4

OGEMAW COUNTY PUBLIC TRANSIT SCHEDULE OF CONTRIBUTED EQUITY YEAR ENDED SEPTEMBER 30, 2008

| | State | Federal_ | Totals |
|---|--------------|---------------------|---------------|
| Balance, October 1, 2007 | \$ 35,653 | \$ 107,397 | \$ 143,050 |
| Deduct Depreciation of assets purchased from con- | | | |
| tributed equity | 4,242 | 12 , 866 | 17,108 |
| Balance, September 30, 2008 | \$ 31,411 | \$ 94,531 | \$ 125,942 |

OGEMAW COUNTY PUBLIC TRANSIT SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE GRANTS FOR THE YEAR ENDED SEPTEMBER 30, 2008

| Federal and State Grantor/Pass-Through | Federal CFDA Number | Grant Number | Program Award Amount | <u>Current</u> Total | Year Expend Federal | itures State | Prior Year Expend- itures | Award Amount <u>Remaining</u> |
|---|---------------------------|--|--|---------------------------------------|--------------------------------------|------------------------------------|---------------------------------------|--|
| Passed Through Michigan Department of Transportation | | | | | | | | |
| Operating Assistance - Section 5311 | 20.509 | 07-0273/Z3 | <u>\$ 78,109</u> | <u>\$ 78,109</u> | \$ 78,109 | \$ -0- | \$ -0- | \$ -0- |
| Federal Transit Capital Grants Capital Grant Capital Grant Capital Grant Capital Grant Capital Grant | 20.500 | 02-0076/Z10 02-0076/Z12 02-0076/Z13 07-0273/Z2 02-0076/Z14 | 8,000 157,990 10,000 8,000 106,436 | -0- -0- -0- 2,206 100,488 | -0- -0- -0- 2,206 80,390 | -0- -0- -0- -0- 20,098 | 4,391 154,548 -0- -0- -0- | 3,609 3,442 10,000 5,794 5,948 |
| Total Capital Grants | | | 290,426 | 102,694 | 82,596 | 20,098 | 158,939 | 28,793 |
| Michigan Department of Transportation | | | | | | | | |
| Non Urban Operating Assistance - Act 51 Current Year | N/A | N/A | 177,578 | 177,578 | -0- | <u>177,578</u> | | |
| Total Federal and State Grants | | | <u>\$ 546,113</u> | \$ 358,381 | <u>\$ 160,705</u> | <u>\$ 197,676</u> | \$ 158,939 | \$ 28,793 |

OGEMAW COUNTY PUBLIC TRANSIT NET ELIGIBLE COSTS COMPUTATIONS OF GENERAL OPERATIONS YEAR ENDED SEPTEMBER 30, 2008

| | 2007-0273/Z3 Federal <u>Section 5311</u> | State Operating <u>Assistance</u> |
|---|--|--|
| Expenses Labor Fringe benefits Service Materials & supplies Utilities Casualty & liability costs Miscellaneous Depreciation | \$ 238,237 93,856 40,869 104,421 15,751 26,946 1,618 92,536 | \$ 238,237 93,856 40,869 104,421 15,751 26,946 1,618 92,536 |
| Total Expense | 614,234 | 614,234 |
| Less Ineligible Expenses Rent income Depreciation (less eligible) Audit cost Outside maintenance Miscellaneous reimbursements | 20,400 86,967 3,050 15,412 225 | 20,400 86,967 -0- 15,412 225 |
| Total Ineligible Expenses | 126,054 | 123,004 |
| Net Eligible Expenses | <u>\$ 488,180</u> | <u>\$ 491,230</u> |
| Maximum Section 5311 Reimbursement (16.0%) | <u>\$ 78,109</u> | |
| State Operating Assistance | | <u>\$ 177,584</u> |

Federal Section 5311 expenses are only those expenses incurred in providing service to nonurbanized areas. The State Operating Assistance is to be computed at 36.1508% of the current eligible expenses.

OGEMAW COUNTY PUBLIC TRANSIT DETAIL OF INELIGIBLE EXPENSES AND REVENUES SEPTEMBER 30, 2008

Rent

The Transit received \$20,400 in rent for the year ended September 30, 2008. The rental income has been deducted as ineligible.

Depreciation

Depreciation accrued from assets funded by capital grants is considered ineligible in accordance with the Bureau of Passenger Transportation's Revenue and Expense Manual.

Audit cost

Any transit agency that expends less than \$500,000 in federal funds must subtract out the cost of the annual CPA audit cost as an ineligible expense under Section 5311.

Capital Grants

Capital grant funds used to pay operating expenses are required to be treated as ineligible for calculating state and federal operating assistance. During the current year, the Transit did not have any of these type of expenses.

Outside Maintenance

The Transit agency charges Ogemaw County for repair services in accordance with a vehicle maintenance cost allocation plan. The revenues received for the fiscal year are subtracted as ineligible in accordance with the BPT R&E Manual.

OGEMAW COUNTY PUBLIC TRANSIT MILEAGE DATA - UNAUDITED FOR THE YEAR ENDED SEPTEMBER 30, 2008

| | Public Transportation <u>Mileage</u> |
|--|--|
| DEMAND RESPONSE | |
| 1st Quarter 2nd Quarter 3rd Quarter 4th Quarter | 59,655 48,781 51,854 54,634 |
| TOTAL OPERATIONS | <u>214,924</u> |

The methodology used for compiling mileage has been reviewed and found to be an adequate and reliable method for recording vehicle mileage.



James M. Anderson, P.C.

CERTIFIED PUBLIC ACCOUNTANT

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REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

November 25, 2008

Board of Commissioners Ogemaw County West Branch, MI 48661

Dear Board:

I have audited the financial statements of the business-type activity and major fund which collectively comprise the basic financial statements of the Ogemaw County Public Transit for the year ended September 30, 2008, and issued my report thereon dated November 25, 2008. I conducted my audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing my audit, I considered the Ogemaw County Public Transit's internal control over financial reporting in order to determine my auditing procedures for the purpose of expressing my opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Accordingly, I do not express an opinion on the effectiveness of the Ogemaw County Public Transit's internal control over financial reporting.

My consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses. However, as discussed below, I identified certain deficiencies in internal control over financial reporting that I consider to be significant deficiencies.

MEMBER MACPA and AICPA

Page 2 Board of Commissioners November 25, 2008

<u>Financial Statement Preparation</u>

All Michigan governments are required to prepare financial statements in accordance with generally accepted accounting principals (GAAP). This is a responsibility of the Transit's management. The preparation of financial statements in accordance with GAAP requires internal controls over both (1) recording, processing, and summarizing accounting data (i.e., maintaining internal books and records), and (2) reporting government-wide and fund financial statements, including the related footnotes (i.e., external financial reporting). As is the case with most small and medium-sized entities, the Transit has historically relied on its independent external auditor to assist in the preparation of the government-wide financial statements and footnotes as part of its external financial reporting process. Accordingly, the Transit's ability to prepare financial statements in accordance with GAAP is based, in part, on its reliance on its external auditors, who cannot, by definition, be considered a part of the government's internal controls. condition was caused by the Transit's determination that it is more cost effective to outsource the preparation of its annual financial statements to the auditors than to incur the time and expense of obtaining the necessary training and expertise required for the Transit to perform this task internally.

A Control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the Ogemaw County Public Transit's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the Transit's financial statements that is more than inconsequential will not be prevented or detected by the Transit's internal control. I consider the deficiencies described above to be significant deficiencies in internal control over financial reporting.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the Transit's internal control.

My consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in the internal control that might be significant deficiencies and, accordingly, would not necessarily disclose all significant deficiencies that are also considered to be material weaknesses. However, I believe that the significant deficiency described above is not a material weakness.

Page 3 Board of Commissioners November 25, 2008

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Ogemaw County Public Transit's financial statements are free of material misstatement, I performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of my audit and, accordingly, I do not express such an opinion. The results of my tests disclosed no instances of noncompliance that are required to be reported under Government Auditing Standards.

This report is intended for the information of management and the Board of Commissioners and is not intended to be, and should not be used by anyone other than these specified parties.

JAMES M. ANDERSON, P.C.

CERTIFIED PUBLIC ACCOUNTANT



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November 25, 2008

Board of Commissioners Ogemaw County Public Transit West Branch, MI 48661

I have audited the financial statements of the business-type activity and major fund of the Ogemaw County Public Transit for the year ended September 30, 2008, and have issued my report thereon dated November 25, 2008. Professional standards require that I provide you with the following information related to my audit.

My Responsibility Under U.S. Generally Accepted Auditing Standards and Government Auditing Standards

As stated in my engagement letter dated November 24, 2008, my responsibility, as described by professional standards, is to plan and perform my audit to obtain reasonable, but not absolute, assurance about whether the financial statements are free of material misstatement and are fairly presented in accordance with U.S. generally accepted accounting standards. Because an audit is designed to provide reasonable, but not absolute assurance and because I did not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by me.

As part of my audit, I considered the internal control of the Ogemaw County Public Transit. Such considerations were solely for the purpose of determining my audit procedures and not to provide any assurance concerning such internal control.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, I performed tests of Ogemaw County Public Transit's compliance with certain provisions of laws, regulations, contracts, and grants. However, the objective of my tests was not to provide an opinion on compliance with such provisions.

Significant Accounting Policies

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of my engagement letter, I will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by the Ogemaw County Public Transit are described in Note A to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year. I noted no transactions entered into by the Ogemaw County Public Transit during the year that were both significant and unusual, and of which, under professional standards, I am required to inform you, or transactions for which there is a lack of authoritative guidance or consensus.

Board of Commissioners Ogemaw County Public Transit November 25, 2008 Page 2

<u>Accounting Estimates</u>

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

Audit Adiustments

For purposes of this letter, professional standards define an audit adjustment as a proposed correction of the financial statements that, in my judgment, may not have been detected except through my auditing procedures. An audit adjustment may or may not indicate matters that could have a significant effect on the Ogemaw County Public Transit's financial reporting process (that is, cause future financial statements to be materially misstated). In my judgment, none of the adjustments I proposed, whether recorded or unrecorded by the Ogemaw County Public Transit, either individually or in the aggregate, indicate matters that could have a significant effect on the Ogemaw County Public Transit's financial reporting process.

<u>Disagreements with Management</u>

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to my satisfaction, concerning a financial accounting, reporting, or auditing matter that could be significant to the financial statements or the auditor's report. I am pleased to report that no such disagreements arose during the course of my audit.

<u>Consultations with Other Independent Accountants</u>

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves applications of an accounting principle to the governmental unit's financial statements or a determination of the type of auditors' opinion that may be expressed on those statements, my professional standards require the consulting accountant to check with me to determine that the consultant has all the relevant facts. To my knowledge, there were no such consultations with other accountants.

<u>Issues Discussed Prior to Retention of Independent Auditors</u>

I generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Ogemaw County Public Transit's auditor. However, these discussions occurred in the normal course of my professional relationship and my responses were not a condition to my retention.

Board of Commissioners Ogemaw County Public Transit November 25, 2008 Page 3

<u>Difficulties Encountered in Performing the Audit</u>

I encountered no significant difficulties in dealing with management in performing my audit.

This information is intended solely for the use of management and the Board of Commissioners and is not intended to be and should not be used by anyone other than these specified parties.

James M. Anderson, P.C.

Certified Public Accountant